



Spring 2012 Public Course Schedule

If you have questions about any course or would like more information please contact Brenda Aikey Trotta at 221-1319 or email at beaikeyt@hacc.edu.

Introduction to Healthcare						
<p>This course serves as an introduction to allied health professions. The course reviews the US healthcare delivery system and identifies roles within that system. The course also introduces the student to concepts of cultural diversity, healthcare law and ethics, Universal Precautions, stress in the workplace, professionalism, communication and interpersonal relations and strategies for becoming a successful healthcare employee. Textbooks are an additional cost and mandatory first day of class.</p>						
Price:	City:	Course #:	Dates:	Days:	Times:	Instructor:
\$163	Lancaster	71872	2/22/2012 - 3/28/2012	W	6:00 PM-9:00 PM	Staff

Introduction to Healthcare						
<p>This course serves as an introduction to allied health professions. The course reviews the US healthcare delivery system and identifies roles within that system. The course also introduces the student to concepts of cultural diversity, healthcare law and ethics, Universal Precautions, stress in the workplace, professionalism, communication and interpersonal relations and strategies for becoming a successful healthcare employee. Textbooks are an additional cost and mandatory first day of class.</p>						
Price:	City:	Course #:	Dates:	Days:	Times:	Instructor:
\$163	Harrisburg	71967	4/19/2012 - 5/24/2012	R	10:00 AM-1:00 PM	Staff

Introduction to Healthcare						
<p>This course serves as an introduction to allied health professions. The course reviews the US healthcare delivery system and identifies roles within that system. The course also introduces the student to concepts of cultural diversity, healthcare law and ethics, Universal Precautions, stress in the workplace, professionalism, communication and interpersonal relations and strategies for becoming a successful healthcare employee. Textbooks are an additional cost and mandatory first day of class.</p>						
Price:	City:	Course #:	Dates:	Days:	Times:	Instructor:
\$163	Harrisburg	71972	1/25/2012 - 2/29/2012	W	5:30 PM-8:30 PM	Staff



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Introduction to Healthcare						
<p>This course serves as an introduction to allied health professions. The course reviews the US healthcare delivery system and identifies roles within that system. The course also introduces the student to concepts of cultural diversity, healthcare law and ethics, Universal Precautions, stress in the workplace, professionalism, communication and interpersonal relations and strategies for becoming a successful healthcare employee. Textbooks are an additional cost and mandatory first day of class.</p>						
Price:	City:	Course #:	Dates:	Days:	Times:	Instructor:
\$163	Lebanon	72166	4/16/2012 - 5/21/2012	M	6:00 PM-9:00 PM	Staff

ICD-10 Coding Overview						
<p>Prerequisites: Medical Terminology, Introduction to Anatomy and Physiology, Intro to CPT Coding, ICD-9 Coding and Introduction to Medical Insurance. This course is for billers and coders and will introduce the concepts of ICD-10 CM/PCS coding both for diagnoses and for procedures as found in the ICD10 CM/PCS Volumes I, II and III. The effective date of October 1, 2013 and the steps that will be necessary to get ready for the implementation and all the entities that will be affected by the implementation of such a system will be discussed. Sample coding questions with copies from the current proposed DRAFT of ICD 10-CM/PCS will be used as a teaching tool in this presentation. A power point presentation provided by CMS will also be used for teaching purposes as well as a power point presentation for the GEM (Generalized Equivalency Map-</p>						
Price:	City:	Course #:	Dates:	Days:	Times:	Instructor:
\$91	Harrisburg	72263	6/19/2012 - 6/26/2012	T	6:00 PM-9:00 PM	Staff

ICD-10 Coding Overview						
<p>Prerequisites: Medical Terminology, Introduction to Anatomy and Physiology, Intro to CPT Coding, ICD-9 Coding and Introduction to Medical Insurance. This course is for billers and coders and will introduce the concepts of ICD-10 CM/PCS coding both for diagnoses and for procedures as found in the ICD10 CM/PCS Volumes I, II and III. The effective date of October 1, 2013 and the steps that will be necessary to get ready for the implementation and all the entities that will be affected by the implementation of such a system will be discussed. Sample coding questions with copies from the current proposed DRAFT of ICD 10-CM/PCS will be used as a teaching tool in this presentation. A power point presentation provided by CMS will also be used for teaching purposes as well as a power point presentation for the GEM (Generalized Equivalency Map-</p>						
Price:	City:	Course #:	Dates:	Days:	Times:	Instructor:
\$91	Lancaster	72422	6/18/2012 - 6/25/2012	M	6:00 PM-9:00 PM	Staff



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EKG Theory I						
<p>Prerequisites: Introduction to Healthcare, Medical Terminology, Introduction to Anatomy and Physiology This course deals with basic scientific theory underlying EKG's and cardiac rhythms. This course is designed to provide the allied health professional with knowledge and skills necessary to recognize cardiac dysrhythmias. The course will include a review of cardiac anatomy and physiology. Related pathology will be reviewed as well. Textbooks are an additional cost and are mandatory the first day of class.</p>						
Price:	City:	Course #:	Dates:	Days:	Times:	Instructor:
\$295	Lancaster	71884	1/4/2012 - 2/22/2012	W	6:00 PM-9:00 PM	Staff

EKG Theory II						
<p>Prerequisites: Introduction to Healthcare, Medical Terminology, Introduction to Anatomy and Physiology, EKG Theory I. This course deals with basic scientific theory underlying 12 -Lead EKGs. The relationship between myocardial infarctions and associated EKG changes will be included. This course will provide the knowledge and skills necessary to identify electrolyte imbalances, bundle branch blocks, and chamber enlargements. Related pathology and pharmacology will also be discussed. Textbooks are an additional cost and are mandatory first day of class.</p>						
Price:	City:	Course #:	Dates:	Days:	Times:	Instructor:
\$220	Lancaster	71889	3/7/2012 - 4/11/2012	W	6:00 PM-9:00 PM	Staff

Hospital Billing						
<p>Prerequisites: Introctution to CPT Coding, ICD-9 Coding, Introduction to Medical Insurance. This course will explore billing, coding and payment for hospital outpatient and inpatient services. The class will place a focus on applicable Medicare payment systems, Diagnosis Related Group (DRG) ICD-9-CM, HCPCS coding, and the UB-04 as it relates to facility billing. Learned concepts will be exercised through the utilization of case studies. Textbooks are an additional cost and are mandatory first day of class.</p>						
Price:	City:	Course #:	Dates:	Days:	Times:	Instructor:
\$123	Lancaster	71867	5/7/2012 - 6/4/2012	M	5:30 PM-8:30 PM	Staff



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Hospital Billing						
<p>Prerequisites: Introctution to CPT Coding, ICD-9 Coding, Introduction to Medical Insurance. This course will explore billing, coding and payment for hospital outpatient and inpatient services. The class will place a focus on applicable Medicare payment systems, Diagnosis Related Group (DRG) ICD-9-CM, HCPCS coding, and the UB-04 as it relates to facility billing. Learned concepts will be exercised through the utilization of case studies. Textbooks are an additional cost and are mandatory first day of class.</p>						
Price:	City:	Course #:	Dates:	Days:	Times:	Instructor:
\$123	Harrisburg	71982	5/7/2012 - 6/4/2012	M	5:30 PM-8:30 PM	Staff

Hospital Billing						
<p>Prerequisites: Introctution to CPT Coding, ICD-9 Coding, Introduction to Medical Insurance. This course will explore billing, coding and payment for hospital outpatient and inpatient services. The class will place a focus on applicable Medicare payment systems, Diagnosis Related Group (DRG) ICD-9-CM, HCPCS coding, and the UB-04 as it relates to facility billing. Learned concepts will be exercised through the utilization of case studies. Textbooks are an additional cost and are mandatory first day of class.</p>						
Price:	City:	Course #:	Dates:	Days:	Times:	Instructor:
\$123	Lebanon	72021	5/31/2012 - 6/28/2012	R	6:00 PM-9:00 PM	Staff

Hospital Billing						
<p>Prerequisites: Introctution to CPT Coding, ICD-9 Coding, Introduction to Medical Insurance. This course will explore billing, coding and payment for hospital outpatient and inpatient services. The class will place a focus on applicable Medicare payment systems, Diagnosis Related Group (DRG) ICD-9-CM, HCPCS coding, and the UB-04 as it relates to facility billing. Learned concepts will be exercised through the utilization of case studies. Textbooks are an additional cost and are mandatory first day of class.</p>						
Price:	City:	Course #:	Dates:	Days:	Times:	Instructor:
\$123	York	72269	5/31/2012 - 6/28/2012	R	6:00 PM-9:00 PM	Staff



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Insurance Reimbursement Calcul						
<p>This course covers the system for calculating and determining the correct reimbursement for medical fee schedules, including (RBRVS) resource-based relative values systems, RVU's and (PPS) perspective payment systems. Focus will also be on reading and understanding EOB's. Textbooks are an additional cost and mandatory first day of class. Prerequisites: Medical Terminology, Intro to A&P, Intro to CPT Coding, ICD-9 Coding and Intro to Medical Insurance</p>						
Price:	City:	Course #:	Dates:	Days:	Times:	Instructor:
\$123	Lancaster	71934	3/26/2012 - 4/23/2012	M	6:00 PM-9:00 PM	Staff

Insurance Reimbursement Calcul						
<p>This course covers the system for calculating and determining the correct reimbursement for medical fee schedules, including (RBRVS) resource-based relative values systems, RVU's and (PPS) perspective payment systems. Focus will also be on reading and understanding EOB's. Textbooks are an additional cost and mandatory first day of class. Prerequisites: Medical Terminology, Intro to A&P, Intro to CPT Coding, ICD-9 Coding and Intro to Medical Insurance</p>						
Price:	City:	Course #:	Dates:	Days:	Times:	Instructor:
\$123	Harrisburg	71969	3/27/2012 - 4/24/2012	T	5:30 PM-8:30 PM	Staff

Insurance Reimbursement Calcul						
<p>This course covers the system for calculating and determining the correct reimbursement for medical fee schedules, including (RBRVS) resource-based relative values systems, RVU's and (PPS) perspective payment systems. Focus will also be on reading and understanding EOB's. Textbooks are an additional cost and mandatory first day of class. Prerequisites: Medical Terminology, Intro to A&P, Intro to CPT Coding, ICD-9 Coding and Intro to Medical Insurance</p>						
Price:	City:	Course #:	Dates:	Days:	Times:	Instructor:
\$123	Lebanon	72168	2/14/2012 - 3/20/2012	T	6:00 PM-9:00 PM	Staff



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Coding & Auditing E&M Services

This course is for physician and outpatient hospital billers and coders and will introduce the concepts of correct coding of Evaluation and Management services, the current CMS Evaluation and Management guidelines, and current audit tools available. This course can be chosen as one of the required electives for the Medical Insurance Billing Technician Certificate Program.

Price:	City:	Course #:	Dates:	Days:	Times:	Instructor:
\$91	Lebanon	72020	6/18/2012 - 6/25/2012	M	6:00 PM-9:00 PM	Staff

Medical Record Documentation

This course will introduce the importance of medical record documentation in coding and billing healthcare services. The course will present methods of documentation, an introduction to electronic medical records, & documentation guidelines and essentials. Students will be introduced to the necessary chart elements for general and specific healthcare services. Students will be introduced to the concepts of addendums, late entries, and record corrections. Appropriate methods of physician query will also be discussed. This course can be chosen as one of the required electives for the Medical Insurance Billing Certificate Program. Textbooks are an additional cost and mandatory first day of class. Prerequisite: Intro to CPT Coding and ICD-9 Coding.

Price:	City:	Course #:	Dates:	Days:	Times:	Instructor:
\$91	Harrisburg	71971	6/18/2012 - 6/25/2012	M	5:30 PM-8:30 PM	Staff

Anatomy & Physiology, Intro to

This course serves as an introduction for any career in the healthcare field. Basic body organization and review of all body systems are included within this course. There is no lab required. Textbooks are an additional cost and mandatory first day of class.

Price:	City:	Course #:	Dates:	Days:	Times:	Instructor:
\$397	Lancaster	71873	3/20/2012 - 6/26/2012	T	6:00 PM-9:00 PM	Staff



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Anatomy & Physiology, Intro to						
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Price:	City:	Course #:	Dates:	Days:	Times:	Instructor:
\$397	Harrisburg	71966	1/19/2012 - 5/10/2012	R	6:00 PM-9:00 PM	Staff

Anatomy & Physiology, Intro to						
This course serves as an introduction for any career in the healthcare field. Basic body organization and review of all body systems are included within this course. There is no lab required. Textbooks are an additional cost and mandatory first day of class.						
Price:	City:	Course #:	Dates:	Days:	Times:	Instructor:
\$397	Lebanon	72025	1/19/2012 - 5/10/2012	R	6:00 PM-9:00 PM	Staff

Anatomy & Physiology, Intro to						
This course serves as an introduction for any career in the healthcare field. Basic body organization and review of all body systems are included within this course. There is no lab required. Textbooks are an additional cost and mandatory first day of class.						
Price:	City:	Course #:	Dates:	Days:	Times:	Instructor:
\$397	Harrisburg	72169	1/5/2012 - 5/3/2012	R	6:00 PM-9:00 PM	Staff



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Anatomy & Physiology, Intro to						
<p>This course serves as an introduction for any career in the healthcare field. Basic body organization and review of all body systems are included within this course. There is no lab required. Textbooks are an additional cost and mandatory first day of class.</p>						
Price:	City:	Course #:	Dates:	Days:	Times:	Instructor:
\$397	York	72268	3/21/2012 - 6/27/2012	T	6:00 PM-9:00 PM	Staff

Anatomy & Physiology, Intro to						
<p>This course serves as an introduction for any career in the healthcare field. Basic body organization and review of all body systems are included within this course. There is no lab required. Textbooks are an additional cost and mandatory first day of class.</p>						
Price:	City:	Course #:	Dates:	Days:	Times:	Instructor:
\$397	Gettysburg	72279	3/20/2012 - 6/12/2012	T	6:00 PM-9:00 PM	Staff

Pharmacy Practice						
<p>This course serves as a cornerstone to the Pharmacy Technician program. This course provides an overview of the pharmacy technology field and develops the fundamental concepts and principles for success within the field. Topics include the system, the profession of pharmacy, administrative aspects of pharmacy technology and the education and training of the technician. Other issues to be reviewed within course content are pharmacy technology, institutional medication distribution systems, repackaging pharmaceuticals and intravenous admixture programs. Shadowing observation in retail/hospital pharmacy settings is a requirement for this course. Textbooks are an additional cost and mandatory the first day of class.</p>						
Price:	City:	Course #:	Dates:	Days:	Times:	Instructor:
\$535	Harrisburg	72345	1/11/2012 - 3/7/2012	W	6:00 PM-9:00 PM	Staff



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Pharmacy Practice

This course serves as a cornerstone to the Pharmacy Technician program. This course provides an overview of the pharmacy technology field and develops the fundamental concepts and principles for success within the field. Topics include the system, the profession of pharmacy, administrative aspects of pharmacy technology and the education and training of the technician. Other issues to be reviewed within course content are pharmacy technology, institutional medication distribution systems, repackaging pharmaceuticals and intravenous admixture programs. Shadowing observation in retail/hospital pharmacy settings is a requirement for this course. Textbooks are an additional cost and mandatory the first day of class.

Price:	City:	Course #:	Dates:	Days:	Times:	Instructor:
\$535	Lancaster	72346	6/13/2012 - 8/15/2012	W	6:00 PM-9:00 PM	Staff

EKG Applications

Prerequisite: Intro to Healthcare, Medical Terminology, Intro to A&P, EKG Theory I and EKG Theory II. This course provides a hands-on introduction to the devices used in testing the cardiovascular system. This will include recording of basic vital signs, EKGs, cardiac monitoring and stress testing. The course involves the set up and adjustments of the equipment as well as the interpretation of the results. Textbooks are an additional cost and mandatory first day of class.

Price:	City:	Course #:	Dates:	Days:	Times:	Instructor:
\$407	Lancaster	71932	4/25/2012 - 6/27/2012	W	6:00 PM-9:00 PM	Staff

Medical Insurance Introduction

Class provides a review of insurance and third-party payment systems. Focus will be on government programs. A basic overview of CMS1500 claims reporting will also be provided. Medical laws and ethics pertaining to health information and HIPAA will be reviewed and discussed. Proper disclosure of health information will be reviewed. Textbooks are an additional cost and mandatory first day of class. Prerequisites: Medical Terminology, Intro to A&P, Intro to CPT Coding and ICD-9 Coding

Price:	City:	Course #:	Dates:	Days:	Times:	Instructor:
\$203	Lancaster	71933	1/23/2012 - 3/12/2012	M	6:00 PM-9:00 PM	Staff



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Medical Insurance Introduction						
<p>Class provides a review of insurance and third-party payment systems. Focus will be on government programs. A basic overview of CMS1500 claims reporting will also be provided. Medical laws and ethics pertaining to health information and HIPAA will be reviewed and discussed. Proper disclosure of health information will be reviewed. Textbooks are an additional cost and mandatory first day of class. Prerequisites: Medical Terminology, Intro to A&P, Intro to CPT Coding and ICD-9 Coding</p>						
Price:	City:	Course #:	Dates:	Days:	Times:	Instructor:
\$203	Harrisburg	71970	1/24/2012 - 3/13/2012	T	5:30 PM-8:30 PM	Staff

Medical Insurance Introduction						
<p>Class provides a review of insurance and third-party payment systems. Focus will be on government programs. A basic overview of CMS1500 claims reporting will also be provided. Medical laws and ethics pertaining to health information and HIPAA will be reviewed and discussed. Proper disclosure of health information will be reviewed. Textbooks are an additional cost and mandatory first day of class. Prerequisites: Medical Terminology, Intro to A&P, Intro to CPT Coding and ICD-9 Coding</p>						
Price:	City:	Course #:	Dates:	Days:	Times:	Instructor:
\$203	Lebanon	72024	2/8/2012 - 4/4/2012	W	6:00 PM-9:00 PM	Staff

ICD-9 Coding						
<p>Prerequisite: Medical Terminology, Intro to Anatomy and Physiology, Intro to CPT Coding. In the healthcare arena, specific codes describe diseases, injuries and procedures. This course details the required thought process and knowledge of medical terminology, anatomy & physiology to assign the specific and correct diagnosis or ICD-9 code. Classes will include instruction and exercises to assist learning these skills. Textbooks are an additional cost and are mandatory the first day of class.</p>						
Price:	City:	Course #:	Dates:	Days:	Times:	Instructor:
\$305	Lancaster	71871	1/18/2012 - 3/28/2012	W	6:00 PM-9:00 PM	Staff



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ICD-9 Coding						
<p>Prerequisite: Medical Terminology, Intro to Anatomy and Physiology, Intro to CPT Coding. In the healthcare arena, specific codes describe diseases, injuries and procedures. This course details the required thought process and knowledge of medical terminology, anatomy & physiology to assign the specific and correct diagnosis or ICD-9 code. Classes will include instruction and exercises to assist learning these skills. Textbooks are an additional cost and are mandatory the first day of class.</p>						
Price:	City:	Course #:	Dates:	Days:	Times:	Instructor:
\$305	Harrisburg	71968	1/23/2012 - 4/2/2012	M	6:00 PM-9:00 PM	Staff

ICD-9 Coding						
<p>Prerequisite: Medical Terminology, Intro to Anatomy and Physiology, Intro to CPT Coding. In the healthcare arena, specific codes describe diseases, injuries and procedures. This course details the required thought process and knowledge of medical terminology, anatomy & physiology to assign the specific and correct diagnosis or ICD-9 code. Classes will include instruction and exercises to assist learning these skills. Textbooks are an additional cost and are mandatory the first day of class.</p>						
Price:	City:	Course #:	Dates:	Days:	Times:	Instructor:
\$305	Lebanon	72152	3/27/2012 - 6/12/2012	T	6:00 PM-9:00 PM	Staff

Anatomy & Physiology - Online						
<p>This course serves as an introduction for any career in the healthcare field. Basic body organization and review of all body systems are included within this course. There is no lab required. Textbooks are an additional cost and mandatory first day of class.</p>						
Price:	City:	Course #:	Dates:	Days:	Times:	Instructor:
\$397	Harrisburg	72250	2/27/2012 - 6/4/2012		Internet Course	Staff



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Medical Terminology						
<p>This course will provide the participant with an overview of medical terminology. Beginning with the frequently used prefixes and suffixes, the course will progress to include commonly used terms from each of the major body systems. Frequently used medical abbreviations will also be included. At the end of this program the student will be able to correctly spell the commonly used medical terms, pronounce the medical terms, define the frequently used medical terms, and utilize medical terms in the workplace. Textbooks are an additional cost and mandatory first day of class.</p>						
Price:	City:	Course #:	Dates:	Days:	Times:	Instructor:
\$265	Lancaster	71935	1/10/2012 - 3/13/2012	T	6:00 PM-9:00 PM	Staff

Medical Terminology						
<p>This course will provide the participant with an overview of medical terminology. Beginning with the frequently used prefixes and suffixes, the course will progress to include commonly used terms from each of the major body systems. Frequently used medical abbreviations will also be included. At the end of this program the student will be able to correctly spell the commonly used medical terms, pronounce the medical terms, define the frequently used medical terms, and utilize medical terms in the workplace. Textbooks are an additional cost and mandatory first day of class.</p>						
Price:	City:	Course #:	Dates:	Days:	Times:	Instructor:
\$265	Harrisburg	71983	4/9/2012 - 6/11/2012	M	5:30 PM-8:30 PM	Staff

Medical Terminology						
<p>This course will provide the participant with an overview of medical terminology. Beginning with the frequently used prefixes and suffixes, the course will progress to include commonly used terms from each of the major body systems. Frequently used medical abbreviations will also be included. At the end of this program the student will be able to correctly spell the commonly used medical terms, pronounce the medical terms, define the frequently used medical terms, and utilize medical terms in the workplace. Textbooks are an additional cost and mandatory first day of class.</p>						
Price:	City:	Course #:	Dates:	Days:	Times:	Instructor:
\$265	Lebanon	72022	1/23/2012 - 4/2/2012	M	6:00 PM-9:00 PM	Staff



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Medical Terminology						
<p>This course will provide the participant with an overview of medical terminology. Beginning with the frequently used prefixes and suffixes, the course will progress to include commonly used terms from each of the major body systems. Frequently used medical abbreviations will also be included. At the end of this program the student will be able to correctly spell the commonly used medical terms, pronounce the medical terms, define the frequently used medical terms, and utilize medical terms in the workplace. Textbooks are an additional cost and mandatory first day of class.</p>						
Price:	City:	Course #:	Dates:	Days:	Times:	Instructor:
\$265	York	72266	1/10/2012 - 3/13/2012	T	6:00 PM-9:00 PM	Staff

Medical Terminology						
<p>This course will provide the participant with an overview of medical terminology. Beginning with the frequently used prefixes and suffixes, the course will progress to include commonly used terms from each of the major body systems. Frequently used medical abbreviations will also be included. At the end of this program the student will be able to correctly spell the commonly used medical terms, pronounce the medical terms, define the frequently used medical terms, and utilize medical terms in the workplace. Textbooks are an additional cost and mandatory first day of class.</p>						
Price:	City:	Course #:	Dates:	Days:	Times:	Instructor:
\$265	Gettysburg	72280	1/3/2012 - 3/6/2012	T	6:00 PM-9:00 PM	Staff

Appeals, Fair Hearings, Collections						
<p>Prerequisite: Intro to Medical Insurance This course will cover the basic processes involved in generating appeals to third-party payers (i.e. insurance companies), basic skills of telephone appeals, creation of written appeals, Medicare's appeal process, and the basic guidelines for collections including legal aspects. Textbooks are an additional cost and mandatory first day of class.</p>						
Price:	City:	Course #:	Dates:	Days:	Times:	Instructor:
\$91	Lancaster	71931	6/19/2012 - 6/26/2012	T	6:00 PM-9:00 PM	Staff



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Pharmacy Law & Ethics						
<p>Prerequisite: Pharmacy Practice Introduction to the legal system as it pertains to the pharmaceutical field. Topics include organization and jurisdiction of federal, state and local courts, introduction to legal terminology, review of local, state and federal laws that specifically affect the pharmaceutical field and investigation of typical ethical problems encountered in the pharmacy profession. Textbooks are an additional cost and mandatory the first day of class.</p>						
Price:	City:	Course #:	Dates:	Days:	Times:	Instructor:
\$179	Harrisburg	72350	6/6/2012 - 6/20/2012	W	6:00 PM-9:00 PM	Staff

Pharmacy Tech Math						
<p>Prerequisite: Pharmacy Practice This course is an introduction to basic mathematical tools used by Pharmacy Technicians. Topics include general mathematics, basic algebra, systems of measurement and drug calculations (equivalents, conversions, ratios and proportions, percentages, drug dilution, pediatric dosing). Students will also review how to calculate intravenous medication administration. Textbooks are an additional cost and mandatory the first day of class.</p>						
Price:	City:	Course #:	Dates:	Days:	Times:	Instructor:
\$358	Harrisburg	72348	4/25/2012 - 5/30/2012	W	6:00 PM-9:00 PM	Staff

Pharmacy Science						
<p>Prerequisite: Pharmacy Practice This course will deal with the sciences as they relate to pharmaceutical practice. The different classifications of drugs will be the center of the discussion within the content of the course. The impact of different classifications on the different body systems will be reviewed. Textbooks are an additional cost and mandatory the first day of class.</p>						
Price:	City:	Course #:	Dates:	Days:	Times:	Instructor:
\$358	Harrisburg	72347	3/14/2012 - 4/18/2012	W	6:00 PM-9:00 PM	Staff



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IV Therapy						
<p>This interactive course will focus on the performance of venipuncture, calculation, regulation of infusions, maintenance of IV sites and the recognition and treatment of the complications of IV therapy. Supervised simulated insertion allows a critique of the skills learned and an opportunity for individual instruction. This course is a review for Registered Nurses and fulfills the requirements for IV therapy for LPN's in Pennsylvania.</p>						
Price:	City:	Course #:	Dates:	Days:	Times:	Instructor:
\$269	Harrisburg	70770	1/19/2012 - 1/21/2012	R	8:00 AM-12:00 PM	Staff

IV Therapy						
<p>This interactive course will focus on the performance of venipuncture, calculation, regulation of infusions, maintenance of IV sites and the recognition and treatment of the complications of IV therapy. Supervised simulated insertion allows a critique of the skills learned and an opportunity for individual instruction. This course is a review for Registered Nurses and fulfills the requirements for IV therapy for LPN's in Pennsylvania.</p>						
Price:	City:	Course #:	Dates:	Days:	Times:	Instructor:
\$269	Harrisburg	70771	3/30/2012 - 3/31/2012	FS	8:00 AM-4:30 PM	Staff

Spanish for Healthcare Personnel						
<p>Learn basic Spanish language skills needed for courtesy expressions, routine visit dialogue, asking for and taking information, making appointments, giving directions, discussions of anatomy, illnesses, emergencies, and family planning through sample conversations and role play. Gain an understanding of cultural differences.</p>						
Price:	City:	Course #:	Dates:	Days:	Times:	Instructor:
\$265	Harrisburg	72340	3/1/2012 - 5/3/2012	R	5:30 PM-8:30 PM	Staff



Spring 2012 Public Course Schedule

If you have questions about any course or would like more information please contact Brenda Aikey Trotta at 221-1319 or email at beaikeyt@hacc.edu.

Spanish for Healthcare Personn						
Learn basic Spanish language skills needed for courtesy expressions, routine visit dialogue, asking for and taking information, making appointments, giving directions, discussions of anatomy, illnesses, emergencies, and family planning through sample conversations and role play. Gain an understanding of cultural differences.						
Price:	City:	Course #:	Dates:	Days:	Times:	Instructor:
\$265	Harrisburg	72341	9/10/2012 - 11/12/2012	M	5:30 PM-9:30 PM	Staff

Spanish for Healthcare Personn						
Learn basic Spanish language skills needed for courtesy expressions, routine visit dialogue, asking for and taking information, making appointments, giving directions, discussions of anatomy, illnesses, emergencies, and family planning through sample conversations and role play. Gain an understanding of cultural differences.						
Price:	City:	Course #:	Dates:	Days:	Times:	Instructor:
\$265	Harrisburg	72354	5/15/2012 - 6/14/2012	TR	5:30 PM-9:30 PM	Staff

Cardiology Tech Cert Prep Cour						
Prerequisite: Completed Cardiology Technician Certificate Program or currently employed in the field. This course provides a registry review and refresher for students interested in pursuing the CCT exam as offered through CCI. An overview will be provided on the outline of the CCI exam and the application process. A review of anatomy and physiology, pharmacology, rhythm strip analysis EKG interpretation and 12-Lead EKG interpretation will be covered. A morning break and lunch period are included in the schedule. Lunch is own your own. Feel free to bring a packed lunch or step out to a local eatery.						
Price:	City:	Course #:	Dates:	Days:	Times:	Instructor:
\$101	Lancaster	71865	1/7/2012 - 1/7/2012	S	7:30 AM-4:30 PM	Staff



Spring 2012 Public Course Schedule

If you have questions about any course or would like more information please contact Brenda Aikey Trotta at 221-1319 or email at beaikeyt@hacc.edu.

CPT Coding						
<p>Prerequisite: Medical Terminology, Intro to Anatomy and Physiology. This course will provide a basic understanding of CPT Coding which is a system developed by the AMA for standardizing the terminology and coding used to describe medical services and procedures. These codes allow for comparability in pricing, billing and utilization review. The course combines lecture and hands-on applications. The classes are designed for individuals who have minimal CPT coding experience. Text-books are an additional cost and are mandatory the first day of class.</p>						
Price:	City:	Course #:	Dates:	Days:	Times:	Instructor:
\$305	Lancaster	71870	4/18/2012 - 6/27/2012	W	6:00 PM-9:00 PM	Staff

CPT Coding						
<p>Prerequisite: Medical Terminology, Intro to Anatomy and Physiology. This course will provide a basic understanding of CPT Coding which is a system developed by the AMA for standardizing the terminology and coding used to describe medical services and procedures. These codes allow for comparability in pricing, billing and utilization review. The course combines lecture and hands-on applications. The classes are designed for individuals who have minimal CPT coding experience. Text-books are an additional cost and are mandatory the first day of class.</p>						
Price:	City:	Course #:	Dates:	Days:	Times:	Instructor:
\$305	Harrisburg	71984	4/16/2012 - 6/25/2012	M	6:00 PM-9:00 PM	Staff

CPT Coding						
<p>Prerequisite: Medical Terminology, Intro to Anatomy and Physiology. This course will provide a basic understanding of CPT Coding which is a system developed by the AMA for standardizing the terminology and coding used to describe medical services and procedures. These codes allow for comparability in pricing, billing and utilization review. The course combines lecture and hands-on applications. The classes are designed for individuals who have minimal CPT coding experience. Text-books are an additional cost and are mandatory the first day of class.</p>						
Price:	City:	Course #:	Dates:	Days:	Times:	Instructor:
\$305	Lebanon	72154	4/11/2012 - 6/27/2012	W	5:30 PM-8:30 PM	Staff



Spring 2012 Public Course Schedule

If you have questions about any course or would like more information please contact Brenda Aikey Trotta at 221-1319 or email at beaikeyt@hacc.edu.

Coding Certification Prep Cour						
Prerequisites: Intro to CPT Coding and ICD-9 Coding Students will be given the necessary information to prepare and apply for coding certification, explore exam-taking skills, and review case studies.						
Price:	City:	Course #:	Dates:	Days:	Times:	Instructor:
\$101	Lancaster	71866	6/2/2012 - 6/2/2012	S	8:00 AM-2:30 PM	Staff

Coding Certification Prep Cour						
Prerequisites: Intro to CPT Coding and ICD-9 Coding Students will be given the necessary information to prepare and apply for coding certification, explore exam-taking skills, and review case studies.						
Price:	City:	Course #:	Dates:	Days:	Times:	Instructor:
\$101	Harrisburg	71962	6/13/2012 - 6/20/2012	W	5:30 PM-8:30 PM	Staff

Advanced Coding I						
Prerequisites: Med Terminology, Intro to A&P, Intro to CPT Coding and ICD-9 Coding This course builds on coding skills with case studies in CPT and ICD-9 coding and a focus on Category II and III codes, PQRI, HCPCS level II and an overview of ICD-10. Textbooks are an additional cost and are mandatory first day of class. This class is anticipated to be offered each fall term.						
Price:	City:	Course #:	Dates:	Days:	Times:	Instructor:
\$305	Harrisburg	71963	1/9/2012 - 3/19/2012	M	6:00 PM-9:00 PM	Staff



Spring 2012 Public Course Schedule

If you have questions about any course or would like more information please contact Brenda Aikey Trotta at 221-1319 or email at beaikeyt@hacc.edu.

Advanced Coding II

Prerequisites: Medical Terminology, Intro to A&P, Intro to CPT Coding and ICD9 Coding This course further builds on coding skills with a focus on chart auditing, Fee for Service payments versus DRG's, HMO's, etc., CMS (HCFA) reviews and appeals, accounts receivable management and collection procedures, NCCI and compliance. Textbooks are an additional cost and are mandatory first day of class. This course is anticipated to be offered each fall term.

Price:	City:	Course #:	Dates:	Days:	Times:	Instructor:
\$305	Harrisburg	71965	3/28/2012 - 5/30/2012	W	5:30 PM-8:30 PM	Staff

Phlebotomy Intro

Prerequisite: Experienced Healthcare Professional This course is designed for experienced healthcare professionals who want to obtain a new skill or refresh old skills and techniques. Topics include safety procedures, infection control, specimen collection, collection equipment, point-of-care testing, customer service and the role of the phlebotomist in the healthcare system. Textbooks are an additional cost and mandatory first day of class.

Price:	City:	Course #:	Dates:	Days:	Times:	Instructor:
\$265	Lancaster	72330	1/17/2012 - 5/11/2012	W	8:00 AM-10:00 AM	Staff

Phlebotomy Intro

Prerequisite: Experienced Healthcare Professional This course is designed for experienced healthcare professionals who want to obtain a new skill or refresh old skills and techniques. Topics include safety procedures, infection control, specimen collection, collection equipment, point-of-care testing, customer service and the role of the phlebotomist in the healthcare system. Textbooks are an additional cost and mandatory first day of class.

Price:	City:	Course #:	Dates:	Days:	Times:	Instructor:
\$265	Lancaster	72332	2/25/2012 - 5/11/2012	S	9:00 AM-12:05 PM	Staff



Spring 2012 Public Course Schedule

If you have questions about any course or would like more information please contact Brenda Aikey Trotta at 221-1319 or email at beaikeyt@hacc.edu.

Personal Care Home Admn

This course offers the full training for new administrators and also offers individual courses to meet the 24 annual CEU required for existing administrators. This course has been approved by the PA DPW to meet the requirements set forth in regulations. This program is designed to strengthen health and safety requirements and more adequately address all of the issues surrounding resident care.

Price:	City:	Course #:	Dates:	Days:	Times:	Instructor:
\$1480	Harrisburg	72314	4/10/2012 - 5/26/2012	S	8:00 AM-5:30 PM	Staff

Medical Terminology-Online

This course will provide the participant with an overview of medical terminology. Beginning with the frequently used prefixes and suffixes, the course will progress to include commonly used terms from each of the major body systems. Frequently used medical abbreviations will also be included. At the end of this program, the student will be able to correctly spell the commonly used medical terms, pronounce the medical terms, define the frequently used medical terms, and utilize medical terms in the workplace. Textbooks are an additional cost and mandatory the first day of class. The entire course is administered online and students will receive an online course information packet after registration.

Price:	City:	Course #:	Dates:	Days:	Times:	Instructor:
\$265	Harrisburg	72247	1/23/2012 - 3/26/2012		Internet Course	Staff

Medical Terminology-Online

This course will provide the participant with an overview of medical terminology. Beginning with the frequently used prefixes and suffixes, the course will progress to include commonly used terms from each of the major body systems. Frequently used medical abbreviations will also be included. At the end of this program, the student will be able to correctly spell the commonly used medical terms, pronounce the medical terms, define the frequently used medical terms, and utilize medical terms in the workplace. Textbooks are an additional cost and mandatory the first day of class. The entire course is administered online and students will receive an online course information packet after registration.

Price:	City:	Course #:	Dates:	Days:	Times:	Instructor:
\$265	Harrisburg	72248	3/12/2012 - 5/14/2012		Internet Course	Staff



Spring 2012 Public Course Schedule

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Intro to Healthcare Online

This course serves as an introduction to allied health professions. The course reviews the US healthcare delivery system and identifies roles within that system. The course also introduces the student to concepts of cultural diversity, healthcare law and ethics, Universal Precautions, stress in the workplace, professionalism, communication and interpersonal relations and strategies for becoming a successful healthcare employee. Textbooks are an additional cost and mandatory first day of class.

Price:	City:	Course #:	Dates:	Days:	Times:	Instructor:
\$163	Harrisburg	72249	1/30/2012 - 3/5/2012		Internet Course	Staff

Assisted Living Residence Trng

Training program for new assisted living residence administrators. The program is for those individuals that have already successfully completed the 100-hour Personal Care Home Administrators Training. Topics in this course are unique to assisted living such as neurological impairments, infection control, resident composition, informed consent and person centered care. Please contact our office for course specific requirements that must be met in order to take the course.

Price:	City:	Course #:	Dates:	Days:	Times:	Instructor:
\$240	Harrisburg	72388	3/24/2012 - 3/31/2012	S	8:00 AM-5:00 PM	Staff

Assisted Living Residence Trng

Training program for new assisted living residence administrators. The program is for those individuals that have already successfully completed the 100-hour Personal Care Home Administrators Training. Topics in this course are unique to assisted living such as neurological impairments, infection control, resident composition, informed consent and person centered care. Please contact our office for course specific requirements that must be met in order to take the course.

Price:	City:	Course #:	Dates:	Days:	Times:	Instructor:
\$240	Harrisburg	72389	6/4/2012 - 6/13/2012	TR	5:30 PM-9:30 PM	Staff